

Career Academy of South Bend, Inc.
Minutes of Meeting of Board of Directors
June 23, 2020

Directors Present: Dan Adams, Kay Antonelli, Larry Garatoni, Michael Garatoni, Chad Hartzell, Marian Hodges, Mark Melnick, Lori Smith, Nick Swisher
Staff Attending: Alex Hammel, Dean Fecher, Francesca Varga, Jeremy Lugbill, Nick Garstka, Kim Richardson
Also Attending: Brian Pawlowski, Lindsay Omlur, Emily Gaskill, Charles Loeser

Larry Garatoni called the meeting to order at 5:00 pm. The meeting was held by Zoom.

A. Minutes of Prior Meeting. Mike moved for approval of minutes of the prior (May 26) meeting. The minutes were approved.

B. Board Election. Larry noted that his term as a board member as well as Nick Swisher's and Lori Smith's are to end in October, adding that Lori has elected not to request reappointment. Upon motion, with Nick and Larry abstaining, Nick and Larry were re-elected to additional terms ending October 31, 2023. Replacing Lori on the board was left for a later meeting.

C. School Operations.

1. COVID Preparations. Alex reported that he and his team have been meeting to consider the guidelines and suggested action plans issued by the Indiana Department of Education. The IDOE is not directing what must be done, instead the IDOE has identified factors that schools should consider. There's to be a special public board meeting on Monday, June 29, 4pm Eastern, to present a proposed plan.

2. Multi-tiered System of Support (MTSS) Overview. Dean introduced Francesca Varga, Assistant Principal of Success Academy, who joined with Dean to explain the Multi-tiered System of Support (MTSS) system that Success Academy will use next year. Student weaknesses will be identified using multiple sources pinpointing learning gaps which interventionists will address in small group or one-on-one sessions.

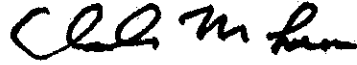
3. Summer Food Program. Alex reported that the number of meals being served has declined as the State has started providing money directly to families, which reduces the need for schools providing meals.

4. Enrollment Update. Alex reported that to replicate last year's 1344 students, assuming 82% retention as last year, would require 287 new students, to-date we've received 187 applications so we're 102 short. Larry noted that other schools are reporting lower enrollment rates, leading to expectations that parent concerns about COVID may negatively affect enrollment statewide. Lindsay Omlor said Trine has also heard this and expects lower enrollment.

D. Financial Statements. CFO Kim Richardson presented the May financial statement. Year-to-date revenue as of the end of May has been higher than budgeted by roughly \$87,000. Year-to-date net profit from food service has been roughly \$127,000. Year-to-date expenses have been less than budgeted, so net revenue has exceeded budget. We were able to put roughly \$337,000 into reserves. On motion made and duly seconded, the financial statement was unanimously approved. Lindsay commented that there may well be budget cuts for the next school year in the next legislative session.

E. Trine Report. Emily Gaskill presented Trine's end of year assessments as previously sent with her 6/22 email. These will be published in roughly a week on the Trine/Education One charter school webpage, <https://education1.org/our-schools/education-one-sponsored-schools/>. Emily commended the Board's governance.

F. Public Comment. There being no comments, questions, or further business, the meeting was adjourned at 6:15 pm.



Charles M. Loeser, Assistant Secretary